

## **School of Teaching and Learning Master of Arts Application Checklist**

1. Submit the [Graduate School Application](#) and application fee (\$40 for Domestic applicants and \$50 for International applicants).
2. Two sets of official transcripts from all institutions attended other than Ohio State; one to each address:

**The Graduate Admissions Office**

The Ohio State University  
P.O. Box 182004  
Columbus, OH 43218-2004

**The School of Teaching & Learning  
Graduate Studies Committee Chair**

227 Arps Hall  
1945 N. High St.  
Columbus, OH 43210

3. Official scores from the general [GRE](#) (if required). Please see the bottom of the second page of the [Graduate Application Checklist](#) to determine which M.A. areas require the GRE.
4. Statement of Intent<sup>[1]</sup> should be two to four pages, typed, and double spaced. It should include the following information:
  - o Quarter and year of intended enrollment and area of study
  - o Autobiographical statement
  - o Educational and professional goals
5. Resume or C.V.<sup>[1]</sup> that includes all academic and professional accomplishments as well as relevant experiences. There is a two-page limit for students who would like to be considered for a Graduate School Fellowship.
6. Three letters of Recommendation accompanied by [Graduate School Reference Form](#)<sup>[1]</sup>.

**Notes:**

1. These items should be submitted to the Office of Academic Services in 227 Arps Hall.